



Fun Dress up days!

Incredible science experiments!



Making new friends!



Working together to help charities!



Newton British Academy

Parents Handbook

2023 - 2024



Welcome to the Early Years Foundation Stage

Newton British Academy, Al Dafna

Dear Parents,

Students at Newton British Academy are encouraged to strive for excellence both in the work they do in the classroom and in their environment. The school staff are committed to providing an excellent learning environment that will enable all students to learn and grow.

We are delighted to be your partners in your child/children's educational journey. We endeavour to work closely and collaboratively with you as parents to ensure that we enable each student to achieve their potential. In doing so, the partnership we share with you will be critical and will also develop and grow through the time we spend together.

Moving forward together we shall embrace the NBA vision, as we strive for excellence and celebrate the successes your children will enjoy. Please be assured that our doors are always open to you and that your child/children remain our priority.

Yours sincerely,

Patrick Salvage
Principal



Dear Parents and Carers,

Welcome to the EYFS Department at Newton British Academy, Al Dafna Campus. We look forward to working in partnership with you to ensure your child has an exciting and prosperous start to their educational experience at school.

Our aim is to provide your child with a safe, stimulating and caring environment. We have an enthusiastic team of staff who are trained specifically in Early Years Education and have a sound understanding of how young children develop and learn.

We pride ourselves on the pastoral care of all children and we welcome you to become part of that caring partnership. It is of paramount importance that effective working relationships are formed between parents and staff.

The purpose of this handbook is to answer some of the questions that you may have and to give you relevant information, as clearly and concisely as possible. Any concerns, questions or issues that you may have, please ensure you book an appointment to discuss this with your child's teacher and if needed, the Team Leader or Key Stage Coordinator.

We wish you and your child an exciting, rewarding and successful time at Newton British Academy.

Ms. Kirsty MacMurray
EYFS Key Stage Coordinator





COMMUNICATION IS KEY

It is so important that your interaction with the school is constant and up to date. At the start of the year, you will be given access to our communication application – **Class Dojo**. This is where we will post important notices on the class story. It is also where you can contact your child’s teacher and school management. It is essential for your child’s well-being that you check class dojo daily and are aware of any of the notices sent out by the school.

Should your email address or contact numbers change at any stage during the year then you must update our lovely ladies at Reception with your details. It is imperative that we can always get hold of you in case there should be an emergency.

IMPORTANT CONTACT DETAILS:

Telephone numbers	
All Enquiries :	4414 2294
Reception:	3350 8876
Accountant:	33523037
Email Addresses	
Mr Patrick Salvage (Principal) :	salvagep@newtonschools.sch.qa
Ms. Kirsten MacMurray (EYFS Coordinator) :	kmacmurray.newton@gmail.com
Reception :	info.nba-dafna@newtonschools.sch.qa



Term Dates

TERM 1 - 2023

Sunday	27 th August		Term 1 Starts	
Sunday	22nd October	to	Thursday 26th October	Mid-Term Break
Thursday	14 th December		End of Term 1	

No. of teaching days : **75**

TERM 2 - 2024

Sunday	7th January		Term 2 starts for staff
Monday	8 th January		Term 2 starts for students
Tuesday	13th February		National Sports Day
Thursday	7 th March		End of Term 2

No. of teaching days : **44**

**** Monday 11th March**

*Ramadan ***

TERM 3 - 2024

Sunday	17th March		Term 3 Starts	
Sunday	31 st March		Western Holiday	
Wednesday	10th April	to	Thursday 18th April	Eid Al Fitr
Sunday	16 th June	to	Thursday 20 th June	Eid Al Adha
Thursday	27th June		End of Term 3	

No. of teaching days : **62**

Total number of teaching days : 181



Our Vision, Mission Statement and Values

Our Vision:

An international community of learners striving for excellence and celebrating success.

Our Mission:

We aim to provide the highest quality of education possible for all our students. In doing so, we aim to positively encourage each student to achieve academic excellence, celebrate diversity, develop critical thinking skills and become lifelong learners and responsible citizens.

To achieve this, we will provide a diverse education in a safe, supportive environment that promotes positive discipline and self-motivation. We will provide and maintain a trusting and caring atmosphere where teaching and learning is meaningful and developed. We will work in partnership with our staff, students, parents and wider community to achieve our vision.

Our Values

RESPECT	Self-respect, respect for students/ staff /parents and cultures. Respect for personal and community property
TRANSPARENT COMMUNICATION	Open and effective communication among students, staff, and parents
SUPPORT	Support the development of each individual to his/her full potential.
DIVERSITY	Appreciation of all languages, traditions, religions and cultures.
RESPONSIBILITY	Development of responsible citizens through community service and Personal accountability.
ENVIRONMENTAL AWARENESS	Respect for our environment.



The School Day and Registration

The school day starts at **7:00am** and ends at **12:30pm** for both **Foundation 1** and **2** children.

Registration will be until 7:15am. Any child that arrives after this time should report to the Reception desk to collect a **late** slip which they must give to their teacher. It is important that your child arrives on time for the start of the school day so they do not miss out on valuable teaching and learning time.

If you wish to collect your child before 12:15pm you will need to fill in an **Early Leave** form online before you come to school.

There are two break times for the children to eat during the school day.

For EYFS students who have older siblings in Key Stage 1 and Key Stage 2, or students who will be using the school bus service, aftercare will be provided until 1:40. All other students MUST be collected at 12:30.

Drop off Procedures

- Due to working on every child's independence, parents will NOT be allowed into the school building to drop off their child.
- Parents will be asked to drive up to the main entrance and a teacher will collect them from the car.
- Please make sure you message your child's teacher on class dojo with any necessary information for your child prior to dropping them off.



Collection of children

- Parents will be given a card in the first week of school. This card will have:
 - A picture of your child
 - Your child's class colour and
 - Their teachers name.
- It is imperative that whoever is collecting the child has this card on them.

Late collection of children

Should you have an emergency and not be able to collect your child on time it is essential that you call the school in due time to notify us as we will need to explain to your child why you are late. If a child is not collected by the agreed time, we will attempt to contact the parents or the emergency contact person.

Buses

Buses are organised by an external company. All information and contact details are available from the bus coordinator in the Reception area.

Security and Visitors to the School


All visitors to the school must obtain authorisation to enter the school from the security staff. Visitor's details will be entered into the Visitor's Control Book. Visitors will need to hand in their Qatar ID's and they will receive a visitor's pass when visiting during the school day.

Absence and Late Procedure

It is vital that students attend school every day in order that they are able to keep up with work. Students who regularly miss days through sickness or other reasons often have problems catching up with work and tend to become frustrated. This can often affect their behaviour and social interaction. Please note that frequent absences and lates may have an impact on your child moving up to the next year group. If for any reason your child will not be able to attend, for example due to illness, or holiday please complete the form in the school reception and inform the class teacher. Should your child be absent for medical reason then please make sure that you give the doctor's note to reception or your child's class teacher. If a child has been absent for 2 days or more then they will require a doctor's note on return to school.

Uniforms

Newton British Academy, Al Dafna
"An international community of learners striving for excellence and celebration success"



Appendix 1: School Uniform Policy

Girls	Boys
Foundation Stage	
McKenzie pinafore White short with Newton logo White/navy socks School sweatshirt Plain, flat black shoes with no motif.	McKenzie shorts White shirt with Newton logo White/navy socks School sweatshirt Plain, flat black shoes with no motif.
Primary	
McKenzie shorts or loose fitting navy, blue trousers. White shirt with school logo on it. Optional white t-shirt (can be long sleeved) may be worn underneath. White/navy socks School sweatshirt Plain, flat black with no motif.	Navy shorts, trousers White shirt with McKenzie tartan collar Optional white t-shirt (can be long sleeved) may be worn underneath. White/navy socks School sweatshirt Plain, flat black shoes with no motif.
<p>Physical Education</p> <p>Plain navy short/trousers School polo shirt, a plain white vest may be worn under shirt (optional) Trainers (white/black)</p>	
<p>The school uniform for Newton British Academy, Al Dafna, can be purchased online at https://uniform.newtonschools.qa/ or at NIS Lagoon Branch.</p>	
Jewelry	
Girls	Boys
One pair of small stud or sleeper earrings Watch (not smart) Necklaces, rings, pendants, bracelets or any other type of jewelry is not allowed. No make up or nail varnish may be worn.	Watch No earrings, necklaces or jewelry.
<p>Hair Styles</p> <p>Hair for both girls and boys should be conventional in style. Hair dye is not permitted. Hair accessories for girls should be in the school colours. Hijab/scarves should be navy or black.</p>	

Students should be dressed in full uniform each day. It is an expectation that both parents and students adhere strictly to the required dress code and ensure that students are neatly and appropriately presented at all times.

Your child should wear their PE kit on the day allocated for their PE lesson. The class teacher will inform you on Class Dojo.

School uniform must be worn when the children go on school trips.
<https://uniform.newtonschools.qa/>



School Bags

No trolley bags (school bags with wheels) will be allowed in EYFS. The children at this age do not need big bags. We ask you please to enquire with reception or our registrar if you are unsure about which type of bag you can get.

Settling in Process

Settling into EYFS is an important time for young children. For some children this will be the first time they may have been left with another person and often the first time they have been left in a larger environment. Children will sense when a parent is anxious and uncomfortable with the new setting, and this in turn can have an impact on the child's ability to settle in. For this reason, it is important for parents and staff to work together to help the child feel confident and secure in their new environment. Please use the next couple of months to talk to your child about what they should expect when they come to school. A child who is anxious and unhappy will have difficulty settling in and learning.

To help you and your child settle into school we suggest the following (Applicable to the Early Years Foundation Stage and Key Stage 1):

- Before their first day at school, talk about school and all the fun and interesting things they will be able to do every day, as well as the new friends they will play with.
- It is extremely important for your child to see that you trust their teachers and have a good relationship with them. Your child looks to you for guidance and security and will feel a lot more comfortable when he/she sees that you are comfortable and happy for them to stay with their classroom teacher and teaching assistant.
- Please be on time when dropping and collecting your child from school. It is a very important part of the settling process for your child to know they will be collected from school. Children find it particularly distressing when they see other children being collected by their parents while they are waiting for you to arrive. This allows them to relax during the school day knowing they will be collected at the same time as their classmates.
- Please be consistent with their attendance. Children need to develop a school routine to help with the settling in process. Taking a child home because he/she cries teaches that child that crying means going home with Mummy or Daddy and causes further difficulty with the settling in process.
- Please remember, the more your child comes and experiences the activities on offer and sees you interacting with the staff, the more settled she/he will feel.
- Talk to your child about their school day. By showing an interest in their day, you are showing him/her that you value their learning and school day.
- Read them stories about a child's first day at school. Read to them as many as you can and as often as possible. Some great examples of these are:
 - The kissing hand by Audrey Penn
 - The invisible string by Patrice Karst
 - Rosie goes to school by Karen Katz
 - Monkey not ready for Kindergarten by Marc Brown



- Spot goes to school by Eric Hill
- I am too absolutely small for school by Lauren Child
- The night before school by Natasha Wing
- Maisy goes to school by Lucy Cousins
- Curious George's first day of school by Margaret & H.A Rey's
- If you take a mouse to school by Laura Numeroff
- First day jitters by Julie Danneberg
- Dear Teacher by Amy Husband
- Harry and his Dinosaurs go to school by Ian Whybrow
- Most importantly, always reassure them about the fact that you will be back to pick them up and if anything happens, the teacher will call you and you will come immediately.

First week of school

The timings for all EYFS children in the first week of school will be 7:00am - 10:30am. Please talk to your class teacher in regard to the settling in routines, we hope that working with parents we can provide the best possible start for your child's entry in school, laying firm foundations for the future.

Parent / Teacher meetings

At the beginning of the year, parents are invited to attend a Parents Welcome meeting where the coordinator and teachers will give you an overview of the Early Years Foundation Stage Curriculum. You will also have a chance to ask your child's teacher any further questions regarding the curriculum. Parent Teacher Interviews are held in Term 1 & 2, with teacher's scheduling appointments if needed in Term 3. These are an important time to discuss your child's progress. Please ensure that you attend these meetings.

If you do however wish to meet with teachers at any other time, you are more than welcome to. We do ask that an appointment be made by telephone or class dojo so that the teachers are available for the consultation. Teachers cannot be disturbed during their teaching time. Please do not try to talk to the teacher if it is after 07:00am. You may also meet with the Team Leader or Coordinator by making an appointment at the Reception desk. This should only be done if you have already contacted the teacher.

Parents as Partners

Educational research has shown that children who have support from Parents at home achieve more at school. This is why we include you in our online learning journal, Tapestry. It is a great way for you to view and show your child's progress. In the same way that Parents have expectations of the School, the School also has expectations of Parents. We ask Parents to support their child and the School. At Newton British Academy, Al Dafna we encourage parents to take an active role within their child's education. During the year there will be additional opportunities for parents to get involved in school activities.

Pastoral



Every student has the right to develop as a person both in and out of the classroom. Teachers promote positive relationships within the school community, and these are reinforced in lessons, assemblies and at breaks. The class teacher is a key factor in the overall responsibility for student care and welfare. You class teacher is your main link between school and home. Positive relationships are built between teachers, students and parents to ensure everyone feels safe and secure in their school environment.

Health and Safety

Good health will help your child’s ability to learn and achieve at school and throughout his/her life. Therefore, we stress the importance of good nutrition, adequate sleep, good hygiene and regular exercise.

The School assists in this health education and maintains health records on each child so that the best care and treatment can be given. Parents are notified of any problems. Injured and ill children are assessed and treated accordingly. Many of our teaching staff and support are trained in basic first aid and CPR. There is always a medical staff member on hand. Regular fire drills will also occur so that in the event of a fire, students are aware of what to do, how to exit the buildings etc.

Please assist by making sure that we have up to date medical information regarding your child. Do not send your child to school if they are ill or have a temperature. Notify the school doctor immediately if your child contracts a contagious illness. The child cannot return to school unless a medical certificate is provided. If a child is taking medication, please inform the nurse in the building. The following table gives the exclusion periods for some common illnesses.

COVID-19	Child must remain in quarantine for 7 days after they have tested positive. Should a family member test positive then the child can only return to school on receipt of a negative test for that family member.
Chicken pox	7 days or until lesions have healed
Monkey pox	21 days
Measles	7 days
Mumps	14 days
Rubella (German measles)	10 days



Head Lice	Once the child has received treatment and ALL the lice and nits have been fully removed. All linen and clothes the child has come into contact with should be washed on hot. Remember a second treatment is needed 7-10 days after the first treatment to prevent a re-infestation.
Conjunctivitis	Until treated and there is no discharge from the eye or any discolouration.

Accidents and Sickness

If a student is ill or injured during the day the school nurse will assess the child and will contact parents if necessary. Parents may not come into school to remove a student on the grounds of ill health without prior notification from the nurse. If you have arranged any doctor’s appointments that would take place during school hours, please inform the class teacher in the morning. If your child has been absent for any medical reason, then please make sure you hand the medical certificate to Reception as soon as they return to school. If a child has been absent for 2 days or more then they will require a doctor’s note on return to school.

Toileting

All children enrolled in Early Years should be fully independent with their toileting. Children in nappies or pull ups will be sent home immediately for further toilet training. They can return to school after a minimum of 5 days or once they are able to go to the toilet independently.

Should children have 3 bathroom accidents at school they will be asked to go home to be toilet trained for a minimum of 7 days or until they are able to go to the toilet independently. If a child is still not independent after they have spent time at home, then they will be requested to spend time working on this at home. They will be able to return to school once they are independent with their toileting.

Fire drill

Regular fire drills will occur at different time of the year so that in the event of a fire, students are aware of what to do, how to exit the buildings quickly and without panicking.

Healthy Eating



Each day make sure your child brings healthy food to school. **No fizzy drinks, flavoured milk, chewing gum, sugary foods, fried foods, chips or chocolate of any kind are allowed.** Should your child bring an unhealthy snack to school it will be kept by the teacher or teaching assistant and returned to the person who collects them at the end of the day. Healthy Eating Days will be held during the school year to educate students about the harmful effects of unhealthy food and drinks and to encourage a healthy lifestyle.

Newton British Academy operates a strict **NO NUTS** policy. We have children in the school with severe nut allergies and because of this no nuts, peanut butter, Nutella or products containing nuts will be allowed in school.

The Curriculum

The EYFS (Early Years Foundation Stage) is child centered and play based, with carefully chosen areas of play set up around the room. This is done in accordance with the specific curriculum areas and current interest of the children. During a typical day, teachers and their assistants will work with children in groups, to scaffold student's individual learning.

The Early Years Foundation Stage Framework



A full version of the parents' guide to the EYFS is available online:
<http://www.foundationyears.org.uk/>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/974907/EYFS_framework - March 2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/974907/EYFS_framework_-_March_2021.pdf)

The EYFS sets the standards for learning, development and care for children from birth to 5 years of age. The principles which guide the work of our Early Years Professionals are grouped into four themes. They describe how early years settings should support the development, learning and care of young children:

- **A Unique Child** - every child is a competent learner from birth who can be resilient, capable, confident and self-assured
- **Positive Relationships** - children learn to be strong and independent from a base of loving and secure relationships with parents and/or a key person



- **Enabling Environments** - the environment plays a key role in supporting and extending children's development and learning
- **Learning and Development** - children develop and learn in different ways and at different times; all areas of learning and development are equally important and inter-connected.

Areas of Learning and Development

There are seven areas in which our Early Years Professionals support children to learn and develop. There are three prime areas and four specific areas.

Prime Areas:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

Specific Areas:

- Expressive Art and Design
- Literacy
- Mathematics
- Understanding the World.

Outside Play

The outdoors is the very best place for children to practise and master emerging physical skills. It is in the outdoors that children can fully and freely experience motor skills like running, leaping and jumping. The outdoors has something more to offer than physical benefits. Cognitive and social/ emotional development too. Outside, children are more likely to invent games. As they do, they're able to express themselves and learn about the world in their own way. They feel safe and in control, which promotes autonomy, decision-making, and organisational skills. Inventing rules for games promote an understanding of why rules are necessary. The EYFS environment is regularly risk assessed by all the staff in the EYFS unit.

We will always take any serious weather conditions into account; however, it is important for all children to play outside every day. In light of this we ask that every child bring a labelled Newton hat to school every day. We adhere to a strict NO HAT NO PLAY policy. The children must have a hat in school every day so they can access the outdoor area. During the cooler months please could you make sure your child has the Newton jersey or fleece so that they will be warm enough when going outside.

Parent Workshops



Throughout the year the teachers and EYFS will be giving Parent workshops to teach you how to use the applications we use as well as how we teach according to the British Curriculum. It is vital that every parent attend these workshops so that they can better support their child's learning at home. EYFS children require a lot of reinforcement and repetition to grasp all the concepts introduced to them.

All about Foundation 1

In Foundation 1, the children are encouraged to become independent and responsible such as making the right choices in their daily lives. The curriculum focuses on the prime areas of the EYFS as mentioned earlier. The environment is designed to help children develop their social and emotional skills such as getting along in a group and managing conflict in a positive manner, developing communication and language skills by listening to others and taking turns in conversation and motor skills, such as pencil control and developing spatial awareness.

We use EAL strategies (English as an Additional Language) to support children's language development through conversations and activities.

Children in the early years learn through play; play provides many opportunities for learning. The curriculum is delivered in a way that suits children's playful nature. By following their interests, the teachers support the children's development in all areas by creating and offering suitable and challenging activities. Children are active learners and therefore we limit the use of worksheets.

What you can do to support your child's development in Foundation 1

Please encourage your child to:

- Eat independently
- Clean themselves when using the toilet
- Express their needs to an adult
- Practice counting out loud, such as when climbing the stairs
- Point out familiar letters in the environment.
- Sing number rhymes and songs
- Make marks as with different tools, such as chalk, crayons and paint
- Read stories that your child enjoys regularly and then spend time discussing what you have read. Always read to them before they go to bed. It sets a good routine and is so important for children to be exposed to books every day.

All about Foundation 2



In Foundation 2, the children will continue to develop the skills to be independent and responsible. The curriculum will also focus on the specific areas of the EYFS such as Literacy skills, recognising the letters and sounds of the alphabet, which will help the children to read and write. In Mathematics children learn about numbers, shapes and measurement. They will also learn about the world around them and be encouraged to express themselves through art and design, role play and Music.

What you can do to support your child's development in Foundation 2

Please encourage your child to:

- Recognise shop signs and other familiar signs, as well as simple labels in the supermarket
- Recognise and write their name
- Play simple board games
- Count everyday objects, such as how many spoons and plates on the table
- Recognise and write numbers
- Try to use their knowledge of the letter sounds to read and write small words, such as cat, hat, pin, etc.

When reading stories that your child enjoys, spend time talking about the title and picture on the front page; as you read the story, ask questions about the characters and where the story takes place. You can also ask your child how they think the story will end and then discuss how they would change the ending of the story if they could.

On-going observations and assessments

The teachers will do on-going observations to assess and monitor each child's progress. This will provide them with the information needed to plan for appropriate and individualized learning opportunities.

Online Learning Journeys

Each child will have an electronic 'Learning Journey'. This is where the teacher keeps a record of the progression a child has made in different learning areas. It will contain photographs and observations to show the progress your child has made. Towards the middle of term 1, parents will be given access to their child's 'Learning Journey' online. This will enable you to see the observations made by your child's teacher as well as add your own observations from home. Please make sure you check it frequently.

Reports



Reports are based on the Early Years Foundation Stage Curriculum of England (DfE, 2021). These reports are progressive, and your child will be working towards meeting their age-related expectations for the year. Ideally at the beginning of the year your child will start at 'beginning to work towards age related expectations' and work their way on to 'meeting age related expectations' by the end of the year. Parents will have the opportunity to attend parents' meetings and are welcome to discuss their child's progress regularly with the class teacher, team leader or key stage coordinator.

Homework

In the Early Years we will provide suggested activities for the children to complete, however, these are not compulsory, instead they are something you and your child may enjoy doing after school. One way to help your child is to read to them for a short time each evening.

In Foundation 2, the children will begin receiving decodable reading books.

Activity Weeks

Newton British Academy runs many activities weeks throughout the year. The student's find the weeks very enjoyable and learn a lot whilst having fun and showing off their costumes. We would love to see homemade costumes creatively made with things from home or cardboard. However, we do understand it is sometimes easier to order a costume. Here is a list of our fun days so you can plan ahead:

Term 1:

House Colour Day (children come to school wearing a t-shirt in their school, house colour)

Pyjama Day (children come to school in their pyjamas)

Nursery Rhyme week (Children come to school dressed as a nursery rhyme character)

Colour Day (Children come to school with a crazy hair style and colourful clothes)

Healthy eating week (Children come dressed as their favourite fruit or vegetable)

Science/ STEM week (Children come dressed as a mad scientist)

International Day (Children wear traditional clothes from their home country)

Qatar National Day (Children wear traditional Qatari clothing)

Term 2:

Book week (Children come dressed as their favourite book character)

Sports Day (Children should wear a t-shirt in their school, house colour)

Term 3:

Garangao Day (Children wear their Garangao clothes)

- Pirate Day (Children come to school dressed up as pirates)
- Once upon a time (Children come to school as a princess/prince or superhero)
- Teddy Bear’s Picnic (Children will come to school with their favourite teddy bear and bear ears)

Frequently Asked Questions

▪ **Why is there so much paperwork to complete?**

It is of the utmost importance that we obtain as many details about your child as possible to ensure their welfare at school. During the first week you will be asked to complete some information forms – please make time to do this while at school.

▪ **How do the teachers communicate with the parents?**

Your child will receive a log in code for a **ClassDojo** account, which is the main way teachers and parents communicate. It is vital that we have your correct email address in order to set up these accounts. Each month you will receive a newsletter which includes event information, updates and curriculum information.



▪ **I haven’t experienced the British curriculum before. How will I learn more about the curriculum?**

We will be holding Parent workshops throughout the year. It is really important that you attend all parent workshops so that you can better support your child at home.

▪ **What do you expect from parents?**

We would like parents to be as involved as possible. We are constantly sending messages on ClassDojo, and it is so important that you check ClassDojo and Tapestry every day. Uploading videos of your child learning at home is so important and we expect these videos throughout the year.

▪ **What does my child need to bring to school?**

- ❖ A healthy snack (enough for the whole school day)
- ❖ A labelled bottle of water
- ❖ A spare change of clothes (labelled with the child’s name and class)
- ❖ A pack of wet wipes
- ❖ A sun hat

▪ **How can parents get involved with their children’s school life?**

There are many ways to get involved:



- ❖ Tapestry
- ❖ Parent/teacher meetings
- ❖ Parent Teacher Association
- ❖ School events
- ❖ Class story or activity time
- ❖ Parent Workshops

▪ **What if my child cries on the first day?**

Don't worry! It is quite normal for young children to become upset when entering a new school. All the teachers and other adults are used to this and they will do all that they can to make your child feel safe and eventually settled in their new environment.

▪ **How often will my child go outside?**

It is important for children to be able to get some fresh air every day. During the cooler months children will have regular access to the outdoor areas, however we do ask that children **always wear a hat and have water with them.** During the hotter month's children will spend very little time outdoors; this will be monitored closely by teachers and the Coordinator.

▪ **How is children's learning assessed?**

Children are assessed by:

- ❖ A baseline assessment is done at the start of every year
- ❖ Regular teacher observations
- ❖ Regular assessment based on the 7 areas of the EYFS curriculum
- ❖ Parent observations from home on Tapestry

▪ **What happens if my child has an accident at school?**

Any incidents that happen at school will be logged in an incident report. A copy will be kept with the nurse, one given to the teacher and one to the parents. Our school nurse will be available at all times to tend to any child who might be sick or hurt. They are also available for any queries regarding medication at school.

▪ **How do you manage children's behaviour?**

At NBA we promote positive behaviour and rewards. Children will be rewarded for good behaviour, kindness, good work and anything a member of staff sees positive and worthy of rewarding. There are times when children misbehave, and this will be dealt with appropriately. Children will be spoken to by the class teacher and an opportunity to reflect on their actions for a short time. In serious cases of misbehaviour, the parents will be informed and possibly asked to meet with the class teacher, counsellor or coordinator.

▪ **What happens if I am late collecting my child?**

The Foundation Stage day finishes at 12:30pm. Children must be collected by an adult on time.



However, we do understand that things happen, and you may be late to school. We would appreciate a phone call to inform the school if you are going to be late for your child.

▪ **Who should I speak to if I have a concern?**

Please feel free to speak to your class teacher if you have any concerns or queries. If you are still not satisfied, you can discuss it with our Team Leader or the Early Years Coordinator. If you are still not satisfied, then you can talk to our Ms. Racha our school parent and student affairs officer. Please try to speak to your child's teacher and then team leader before you speak to senior management.

▪ **Can my child bring their favourite toy to school?**

No, please don't let your child bring any toy to school unless specifically requested by their teacher. Toys very often get lost or damaged and your child's teacher cannot take responsibility of these toys.

▪ **Can my child celebrate their birthday at school?**

Yes, we do celebrate birthdays at school. However, please note we do not accept birthday cakes. Parents need to bring individual cupcakes for the class. You can also bring a juice box for each child as a special treat.

▪ **Do the school hours change in Ramadan?**

Yes, our school hours are reduced during Ramadan. Please make the necessary arrangement in advance so that your child is dropped off and collected on time. It is so important your child attends school every day. They miss such vital learning when they are absent.